



ERIC J. HOLCOMB, Governor
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY
302 West Washington Street
Indianapolis, IN 46204

BOARD FOR FIREFIGHTING PERSONNEL STANDARDS AND EDUCATION

Meeting Minutes
IN Volunteer Firefighter Association Conference
Clarion Hotel
2480 Jonathan Moore Pike
Columbus, IN, 47201

NOTE: All variance request must be received no less than 2 weeks prior to the Fire Board Meeting to be put on the Agenda.

- A. Call to order - 8:06 AM by Chairman Eric Drieman, thanked Indiana Volunteer Firefighters Association for inviting the Board and Members to hold their meeting at their Convention

Board Members Present

Eric Dreiman (Chair); Genoio Brabson; Tom Hanify; Chris Johnson; Burke Jones; John Smith; Greg Wyant; Elizabeth Westfall (Proxy for Brandon Wood); Rob Lund (Secretary) via phone and webinar; Michelle Allen (IDHS Attorney filling in for Jonathan Whitham)

Board Members Absent

Eric Gentry (Vice Chair); James Greeson; Jason Rogers

- **NOTE:** Due to Rob Lund attending via phone and webinar all votes were taken by rollcall vote member stating their name and how they were voting.

- B. Consideration and approval of April minutes – Motion by Burke Jones, 2nd by Rob Lund, Greg Wyant abstained, the remaining voting members voted Yes to approve April Minutes
- C. NFPA Pro Qual Standard – Call in to discuss the competency wheel concept in the development/update of future NFPA Standards. Menu based approach to JPR's in standards – John Buckman stated we were not able to confirm someone from NFPA to call in. He stated the NFPA put out a notice that they put a notice out stating they were going to be redesigning the standards. This is in the early stages something we will need to look at two or three years down the road. We will try to get someone to call in at the next Fire Board Meeting.



D. New Variance requests (staff recommends approval)

1. Michael Anderson PSID 8347-3507 – Instructor I (he does have PI for EMS) – Reciprocity Test Passed on: 5/23/17 – Motion to approve by Greg Wyant, 2nd by Genoio Brabson, all voting members voted Yes to approve

2. Scott Reese PSID 2915-4160 – Instructor I (he does have PI for EMS) Reciprocity Test Passed on: 5/30/17 – Motion to approve by John Smith, 2nd by Genoio Brabson, all voting members voted Yes to approve

3. Robert Brunner PSID 7777-7155 – ADA Accommodation – Instructor has submitted the ADA form requesting to read the Mandatory Exam (17-25680) to Robert on June 20th, 2017 – Motion to approve by Burke Jones, 2nd by Chris Johnson, all voting members voted Yes to approve

4. Vincennes Twp. Fire Department – Variance for 2 students Alex Smith and Dylan Rumer 5166-7293 who are under 18. – Motion to approve by Burke Jones, 2nd by Elizabeth Westfall, all voting members voted Yes to approve both items A and B below.

A. To take the following cognitive exams prior to taking the practical skills examinations and for the variance to be valid until their 19th birthday: Mandatory, Firefighter I, Firefighter II, Hazardous Materials Awareness and Hazardous Operations. – Approved see above

B. To take the practical skills examinations for Mandatory, Firefighter I, Firefighter II, Hazardous Materials Awareness and Hazardous Materials Operations at the age of 17 years and 1 week and have their passing score remain valid until their 18th birthday, with the variance to be valid until their 19th birthday. – Approved see above

5. David Haboush PSID 2594-1059 – Requesting a Variance for Fire Officer III. He completed the Fire Officer III Variance Packet (point's total 110) and skills were signed off on 5/24/17 – Motion to approve by Burke Jones, 2nd by Genoio Brabson, all voting members voted Yes to approve



6. Charles Heflin PSID 2780-9773 – Requesting Variance granting Fire Officer I, II, III and IV – Associate’s Degree in Fire Science, Bachelor’s Degree in Homeland Security and Public Safety and Masters of Science in Leadership with an Emphasis on Disaster Preparedness and Executive Fire Leadership – **Withdrew variance request for Fire Officer III and Fire Officer IV – only Fire Officer I and Fire Officer II variance request under consideration. Motion to approve by Genoio Brabson, 2nd by Chris Johnson, all voting members voted Yes to approve**

E. New Variance requests (staff recommends denial)

1. Craig Voight PSID 8954-6735 – Requesting Variance granting Fire Officer III – He has turned in the Variance packet. Although his points meet the requirements of the document developed and approved by the board he does not have a college degree that would indicate he has proven through cognitive testing that he knows the material which is part of the Fire Officer III curriculum. Although a college degree is not necessary for the variance to be accepted, the Agency believes the testing as part of the variance approval is a critical component of the credential issued by the Board. The Agency recommends the Board to deny this application and suggest that Craig Voight take the Fire Officer III cognitive exam. – **John Buckman stated based upon the information provided to us (the agency) there was no evidence provided that he had a college degree. When we (the board and agency) first started doing this eight (8) years ago it was about having some proof that you have taken cognitive written examinations to prove you have knowledge. Since the document was provided to us I have found, and he can testify to this, that he has three and a half (3 ½) years of college, but never got his college degree, that would change our position if he puts that into evidence.**
 - Greg Wyant asked so how would he do that, would he just give you transcripts?
 - John Buckman – yes three and a half (3 ½) years of college that is what he would do, submit a transcript.
 - Greg Wyant – If the courses fit?
 - John Buckman – yes right, they have to fit, they cannot be basket weaving 101 or that sort of thing
 - Greg Wyant – I am asking that rhetorically for everyone here, a college degree does not necessarily mean you can be a Fire Officer III or Fire Officer IV. The cognitive piece is what we really wanted to see as a part of this.
 - Craig Voight – My degree path was for a degree in Business Administration. Is there a time limit on how long I have to get the documentation to you? During my college



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years I was also working and obtained a head injury and did not finish my degree. However, I was perfectly suited for driving a Ladder Truck.

- Burke Jones – Mr. Buckman can we just table for 30 days and let him get you the required information?
- John Buckman – Yes we can table it or you can accept it based upon the transcript being submitted.
- Burke Jones – Do you have your transcript?
- Craig Voight – Yes I have my transcripts on my phone. I do you have a certain amount of time to prove Fire Officer III to set for my Battalion Chief.
- Michelle Allen (Council) – If the board decides to tender its decision, you can vote to accept it based upon the transcripts being submitted within thirty (30) days and then you will not have to bring it up at the next meeting.
- Greg Wyant – Made a motion to approve pending staffs review and approval of transcripts submitted within thirty (30) days.
- Chris Johnson – 2nd
- Greg Wyant - Discussion topic – My concern was what John Buckman said I understand but it is not good to set up a criteria, but then we say but this other thing over here is important, but we did not talk about it. I think we need to change the form (form used by the Firefighting Board when someone asks for a Variance Request). If this is an important part then we need to change the points and insist upon a certain number of the points coming from cognitive skills. The form needs to be improved, I don't think it would not be fair to change the game halfway through.
- John Buckman – We have been using the form for about three (3) years
- Donna Saine – I have been wanting to change the form to include a space for their name and PSID number on each page so you know who we are talking about when you are reading through it.
- Eric Drieman – All good points thank you.
- Greg Wyant – The more information we get on the material list the easier it is going to be for us to make a good decision.
- Elizabeth Westfall – Chair one thing you may want to add is the Fire Academy has recently adopted the Managing Fire Officer Program. I notice you list the Executive Fire Officer, but they recently came out with that in the last two (2) years you might want that on there.
- Larry Curl – Chair I have a question.



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- Eric Drieman – Mr. Curl on his submission of the criteria he will automatically receive the certification, he does not have to wait the thirty (30) days, or can it be approved right away (today even) upon the submission and approval of the documentation?
- John Buckman – Well he can submit it today, but we have to have time to approve it.
- Larry Curl – What is normal review time.
- John Buckman – If I get it today, I will have it reviewed by tomorrow.
- Vote taken to approve Craig Voight receiving his Fire Officer III, upon submission and approval of the require education. All voting members voted Yes to approve.

F. New Variance requests (staff has no recommendation)

G. State Fire Marshal Report – Given by John Buckman for the Fire Marshal – The State Building Commission, Craig Burgess, was recently appointed by the Governor in the last thirty (30) days. He has taken over that position. He is an architect by trade, he worked for us (IDHS) in Plan Review and so he has hit the ground running. He has some good ideas on thing we can improve, he is over the Plan Review process, codes and all of that and the Marshal is pretty excited he's on board with us (IDHS). If any of you did not know Bob Dean retired about two (2) weeks ago. He was a long time Chief Arson Investigator. There were a couple of events held to send him off. He was with us (IDHS) for about thirty-eight (38) years and we wish him well in retirement. The Fire Marshal wanted to remind you that it is fireworks season and we need to get out public notices and public relations to remind the public to be safe when they use fireworks.

H. Director of Training/Preparedness – Elizabeth Westfall for Brandon Wood – Two quick things we have successfully implemented the state Quality Review Committee for the approval of the Incident Management Position Specific Task Books we did successfully approve thirteen (13) task books yesterday. We are moving forward after about four (4) years of being stagnant. We are starting to accept these task books, we are encouraging folks who would like to move up in their Incident Management Credentials that you pass that on to the Division of Preparedness and Training. We would be happy to accept the task books for review by the Quality Review Committee. In addition, we have been working the last several months to improve and increase the use of the ACADIS training portal to track registrations for all courses. We (IDHS) have implemented that for the Emergency Management and EMS is currently doing some BETA testing on their side.



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I believe Donna will be talking about Fire shortly. So if you have any interest in any classes we (IDHS) are moving away from the iGMS Consolidated Calendar. We have posted everything in the ACADIS portal. It is the same place you would log in to renew your EMS Certificate every two (2) years. You just log in there and click on browse for training and you will see a whole list of different courses that are available for registration.

- John Buckman asked Elizabeth if she wanted to speak on their trip to Anniston about training and what we (IDHS) is looking forward to.
- Elizabeth Westfall– Sure. John Buckman, myself and Robert Quinton from the Planning Division were fortunate enough to make a trip to the Center for Domestic Preparedness (CDP) at the beginning of May. We took the National State Authorizing Agent Symposium for Training Consortiums. We went down there to discuss all the different consortiums available for free trainings. These are all federally funded trainings that we can bring to Indiana. There were several courses which we identified from Cert C, Crude Oil to EMI who does some leadership trainings with the National Fire Academy and the CDP which brings some great courses on Biological and Chemical Hazardous Awareness. So we have some things that we are able to bring for free up to Indiana. Some of the things we talked about we talked about focusing on are the Complex Coordinated Terrorist Attack and the Active Shooter Events. We are going to try to bring some more of those trainings in. John you had some others that you had identified I believe?
- John Buckman – No those were the two big ones.
- Elizabeth Westfall – We are going to work on bringing those in. Again these are free trainings. If you have any interest in bringing these training to your department or your districts please contact me. I am the State Training Officer for Indiana and I would be happy to facilitate bringing these trainings into your communities.
- John Buckman – Let me expand upon the simulation classes for complex incidents. It was just really cool. We have all been to simulations where they say you order ten (10) engines, you orders twenty (20) cops, you ordered this, you ordered that and they just sort of show up, but you don't actually have to do anything with them. What I saw different at this event was they actually used chips (like poker chips) except they were blue for Law Enforcement, red for Fire Department, and so forth. So when you ordered ten (10) cops they gave the chips to the Law Enforcement coordinator or operations chief and you had to deploy them.
- Elizabeth Westfall – They actually had giant maps.



- John Buckman – They had a plot line. So when you said ambulance one was reporting to the infirmary on the airport grounds, we did airport structural collapse like they blew up the airport terminal, you actually had to move those chips from the site to the triage area or to the infirmary. Then when they became available you had to move them back. So when you are ordering all these resources you actually got to implement some of those decisions versus we ordered them and they showed up. I have been to so many simulations that were boring, because you just order the resources, but you did not do anything with them. So we are trying to figure out how to bring that class here, but also how to get that tool (the training prop) that we can go out and share with big and small fire departments to help them when looking at a county fair where something goes wrong or a state fair, or something in between so we can help you plan, prepare and train your people for it. We are pretty excited about that. There are a lot of cool courses. If you can give up a week of your time you can go out to Pueblo Colorado and you will fight fire for three (3) days that is one example. If you want to go to Anniston, Alabama and train with live agent you can do that. Again as Elizabeth said, “Paid for by the Federal Government Money.” We encourage you to get involved, engaged and attend.
 - Elizabeth Westfall – There is a catalogue if you go to look at www.firstrespondertraining.gov it is online and it will tell you a wealth of information on all the courses that are mobile, in resident, or that you can bring to your communities.
- I. Academy Director – John M. Buckman III – I brought several staff with me to talk today, first I will let Charles Heflin, IDHS Quality Assurance/Curriculum Manager, who has several things to share with the board.
- J. Charles Heflin – Curriculum Development/Quality Assurance Manager
- a. Blended learning for Instructor
 - b. Skills Survey
- Charles Heflin - Spoke on the distributed learning module of training. This allows for courses to be held in a classroom and it is being recorded at the same time. This also gives students who are unable to attend regular class the ability to use streaming on the internet, while also allowing others to work on their own. This accommodates those who are on different shifts or unavailable for specific days of training to do the course work. Once the course work is complete the student would show up to the testing site and do practical skills and take the cognitive exam. My department in Brooklyn, Indiana



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did a beta test of this product and all the students did real well, everybody ended up passing. There was great feedback received from the students.

- We would like to design a Train-the-Trainer package and go around and teach the instructors on how to teach these types of courses. We were thinking of going around and doing this on a regional training (8 or 9 regional sites) around the state.
- I have given you a copy of an Instructor I survey we have developed. We have now added a skill to the Instructor package. Before the students of the Instructor I course can take their cognitive exam they must log into their Acadis website where we have stored a detailed online survey (which is anonymous) where it asks generalized questions about the course and specific questions about the skills they have learned. For example, it will ask if you presented a 15 minute presentation, did you get feedback on that presentation. We are in hopes this will give us a list of detailed feedback from our students to ensure we are delivering the best possible product we can. If there are deficiencies in the feedback we receive, we want to address that. When they hit submit the results go to the Instructor and our office and the student will receive an email confirmation stating they have completed the skill. We are in hopes that the detailed feedback will let us know if we need to improve certain areas of a course, or if the entire course needs reworked. Additionally, we gave extra comment boxes so students can give us a really good idea of what is going on out in the field.
- Eric Drieman – I have a question about the distributed learning. You said, you have done a course using this method at your department and it is currently on the IFSTA One site? So is it not feasible if another department in the state wanted to use that material that they could use it?
- Charles Heflin – Yes, we could do that. However, we have Chapters seven (7) and eight (8) which got corrupted when we went back in to look at them. We are going to relay down those tracks. We want to make sure all the URLs are current for the other material, because we provide links to Ted Talks, we provide links to the Indiana Administrative Code (IAC) 655 Rule. We provide all the material that a student would need in that. We would want to make sure it is cleaned up and in good shape before we offer it up throughout the state.
- Eric Drieman – Ok, thank you, very good.
- John Buckman – Mr. Chairman I would like Jason Coffey, IDHS Fire Training Manager, to explain about two (2) other blended learning items going on. One of which is Emergency Medical Services (EMS) related and I understand the board has no authority over, and we have the Mandatory program we are working on and I would like him to go over.



K. Jason Coffey – IDHS Fire Training Manager

- a. Driver Operator Beta testing
 - b. SharePoint
 - c. **FOST review – not addressed in this section**
- Jason Coffey – The Emergency Medical Responder (EMR) is being taught in District 10 and they are currently using the Jones & Bartlett 6th Edition. The class is getting ready to kick off the twenty-second (22nd) of this month (June), it is all basically going to be online. But, we are following the Emergency Medical Service's (EMS) Commissions rule where fifty (50) percent can be online but fifty (50) percent has to be taught in a classroom. Jones and Bartlett also has a portal where the students can go online and do all the chapter quizzes and chapter tests so the students can keep track of their grades. They would still have to show up and do their practical skills and their cognitive exam. Moving onto the Mandatory. We are less than a month out District 8, Ryan Fipps, is heading this up, they are moving to blended learning for Mandatory as well. Instead of coming to class where we feed you the material, you are going to have to open your book and you are going to have to learn the material. This is going to work the same way as the Instructor I course, a lot of it will be online and they will have to do some self-study going through blended learning. As we know the generations today, it is their thing to use these types of tools. They would much rather sit at home and read a book or be on their tablet or in front of a computer or something. They would rather learn that way than sit in a classroom and listen to somebody talk to them. Tech Rescue Awareness is soon to be on the ACADIS portal as an LMS course. There is some final touch up being done and then we will send out for some beta testing. All disciplines are in this course. If you are taking this course the student will physically have to go through each slide as there are questions throughout each chapter that will have to be answered. At the very end you will get the state cognitive exam which will be tested through the LMS system.
 - John Buckman – I hope the board and all those in attendance are pretty excited about this because this is about the future. We do not, at this time, intend to start any new ones until we do all that we do have started several times to learn the good, the bad, and the ugly. We are going slowly here, this is not just for volunteers, or career guys, they can do it while on shift or you can do it at two o'clock (2:00) in the morning. So this will be a convenience. But, you still HAVE to be in person to do the skills testing. You cannot just do all the online training and say I did my skills too. The Lead Evaluator and the Evaluator still have to be a significant component of this training. But, I do believe that a year or two from now when we are evaluating this program we are going



to find out this is going to have made training more accessible to more people at their convenience. We will take any questions anybody has.

- Rob Lund – Mr. Chair, “I’d like to comment on this if I can? A few years ago John Buckman and I, and Dave Probo tried to do this online Firefighter I/II class and it works. You just have to give it a little time and the students have to put forth the effort. One of the issues we had doing this online program is the students did not want to read the book. So this was one of the huge disadvantages to the online program. The other side of it was trying to make them accountable for their quizzes, exams, etc. trying to keep them logged into the system. I am a big supporter of this online it does help with both the career and volunteer side of the fire department. This can be put up on Target Solutions if the department has that capability. There are so many ways to make this work.
- Eric Drieman – Thank you. This seems to be the way the industry in general is going.
- Question from audience – On the Tech Rescue Awareness since there are no skills with it being on LMS does this mean we do not need a Proctor to be signed up for the testing?
- Jason Coffey – As soon as they are done with the last discipline, the LMS goes straight to the test.
- John Buckman – Also remember it is an open book test. They cannot cheat, because we give them the book.
- Elizabeth Westfall – John I have a question here because there are multiple platforms going on here between the LMS and the IFSTA. Is there any concern about the configuration of the different models and how it’s presented and trying to keep a pattern of making it more streamlined? I can see where we can weigh the options as to which platform is better to deliver the material. My concern would be that every new gadget that comes out there.
- John Buckman – We are using the book that is approved by the Board and we are using the publishers Learning Management System (LMS). We can’t get the chapter quizzes off of that nor some of the supporting information on our LMS. We may be able to at some point in time, but not today. We are using the existing platform which is provided by the publishers to learn the pitfalls and the good things from this type of system. And as Rob said this may not sell.
- Elizabeth Westfall - I think you will have great success with this. I think there will be a lot of people that will want to jump on board.
- Rob Lund – Our pass rate on line was almost 80 to 90 % pass rate. We had very few that failed. When it came down to the skills session they enjoyed it a lot more, because they had more time with hands on. It also gave a little more time to set up the class to give more individual time with hands on.



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- Charles Heflin – One of the advantages to the program we were doing with the Instructor, the person we brought in to help with this is Jeramiah Cook, was the lead instructor for this and his entire background is in distributive learning. He has done several things for IUPUI and some other colleges. He has already done research on ACADIS. If we decide to go this route in the future he already knows that recordings need to be in a certain format to work with the programs. That was a concern we talked about whether it was going to be compatible across our different systems. Right now we are just putting it on the IFSTA site, because we know that works for us.
- Elizabeth Westfall – And the pass rate of the Brookville class was?
- Charles Heflin – One hundred (100) percent the first time around.
- John Smith – Jason, for the Tech Rescue course you said it is about a month out?
- Jason Coffey – Yes about a month out.
- John Smith – I have a Module B starting in about five (5) weeks. It is going to be completed the same old way as of now?
- Jason Coffey – Yes, I would assume so. Because, once we receive the final okay from Drew Darby we are going to push it out there to the districts and ask them to Beta test the new Tech Rescue LMS system for us.
- John Buckman – Jason Coffey has a few more things for us.
- Jason Coffey – December or January I brought the Drive Operator Beta to the Board. At this time we have a Driver Operator (DO) General Course which you get a Certificate of Completion after going through the course, what it covers is your maintenance inspection, your serpentine, your driving course. Once you check your skills off through the General course you can cut these skills from the DO Pumper, Mobile Water Supply or Aerial courses. This cuts about a quarter of the course time out of the three remaining courses. Once you complete the DO General course you can take any or all three of the remaining courses. This is not set up in modules like the fire fighter courses, but it is set up as individual courses. The feedback from the instructors is great. They like the way the class and skill sheets that Chief Campbell did for us. By far I think this is going to work, not only for volunteer fire departments but also for the career departments. At this time I believe it is a success. I believe I am due back in August to bring you final numbers and letters from the Lead Instructors and Evaluators to let you know how the beta testing has gone. Now that does not mean that you cannot just do the regular Aerial, Mobile Water Supply, or Pumper test. Those test which include the General in each of them will still be available to those who want to take and teach the course that way. However, by doing the new system with the General separated out it lessens the time of the other courses. It allows you to just focus on that specific discipline. We even broke



out the skill sheets to show if you Aerial has or does not have a pumper on it. This is one of the good qualities of this course. Don't walk away saying this is the only way you can do this, we will still offer the courses as we did in the past. Out of fifty-seven (57) people who have taken the course we have thirty-three (33) Certified so far. The others still have not tested which is why the number is not higher. We have a few fire departments conducting the Aerial courses this month. That means we will have a couple of the General, Pumper, Mobile Water Supply, and Aerial courses beta tested.

- Eric Drieman – Are you using the new curriculum for that?
- Jason Coffey – Yes, Jones & Bartlett.
- Eric Drieman – Do you have an idea when the Jones & Bartlett will become the curriculum we use?
- Jason Coffey – As soon as you approve the beta testing we have completed. We will be ready to push out the new books and the new material.
- Donna Saine – I have a comment on that. If we are still going to offer the course where they take the General along with each of the disciplines, those tests still need to be built. Those test should be built by the time you are ready to approve the new curriculum.
- Geno Brabson – I would like to ask John Buckman a question. I was just wondering how the new testing compares to the other states? Are we getting this model from the other states, or are we setting the bar?
- John Buckman – The modular concept for Mandatory is actually a street corner idea where I was talking to the Alabama State Training Director at FDIC and we were talking about the challenges we have when passing the Fire Fighter I/II when testing on this why we can't we do this, that is where that idea came from. So about six (6) months ago we were discussing Driver Operator Jason Coffey asked why can't we modularize it as well? Instead of you having to go over all the mechanical parts of checking the oil, checking the transmission and the other stuff, to do that three (3) times, you would just do it one time, then do the operating a Pumper, operating an Aerial, and operating a Mobile Water Supply four tests you get all three certifications. We like to beta test things, which is why we came to you and asked permission to beta test this system. During the beta testing we get the good, the bad, and the ugly and we make changes to the curriculum where necessary. That is how this started.
- Jason Coffey – That is one of the good things that Greenwood did when they held their General class. They knew they were going to do a Pumper and Aerial class, so during the General portion they brought one of each of those apparatus' to the skills testing site so they could sign off on each of the driving skills for those. One of the things we would like to do is once you receive your DO General Certificate of Completion is to give you



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36 months to get the rest of the Certifications you are trying to obtain. If you want to get all three (3) you can, or if you only want one (1) or two (2) of the certifications you can do so. If you are have a DO General Course and you know you want to get your Pumper and Tender (Mobile Water Supply) you would have each of those vehicles there and have the students get their skills signed off on while taking the General Course.

- John Buckman – It is a significant time management saving issue. Not only do you not have to do the class three (3) times, you don't have to do the skills three (3) times. Check the oil three (3) times, do it once and it counts and gives you credit towards all three certifications. Jason do you know how much time it reduced?
- Jason Coffey – The General course is about twenty-eight (28) hours and the Pumper went from about fifty-four (54) hours to approximately thirty (30) hours. By eliminating the maintenance general out of each of the disciplines it is a significant time saver.
- Eric Drieman – Very good.
- Geno Brabson – Thank you John.
- John Buckman – There are a few things I want to talk about. A system update we have had great collaboration within the agency with the different disciplines coming together, the EMS, EMA and Fire it's starting to look in a cohesive manner at the future of training. We have challenges with instructors, EMS has challenges with instructors and EMA has challenges with instructors. So how do we develop a model that brings consistency to the training and implementation of instructional certifications as well as delivery? Taking again the good and the bad from each of the disciplines to try to come up with an improved system. We are continuing to look at the criteria for a central campus. This is not about building a central campus, but is about collaborating with existing facilities where we can do specialized courses such as; a state recruit academy where small departments, when they hire one (1) or two (2) people, can send recruits to this central facility to do training. We would like to do an Executive Leadership Program, which will be about eighty (80) hours in length where the number one (1) and two (2) person in EMS, EMA, and Fire can come to be trained in how to manage. Because we know in many of our organizations you can go from sitting in the bunkroom in a fire station today and be in the Fire Chiefs office on Monday or go from being a Paramedic on the street today to being the EMS Director tomorrow with little or no education as it relates to management and leadership. This is a major undertaking of everybody, Charles Heflin is heading up this project. We expect to be able to deliver a product and deliver training in January or February of 2018. We are not going to create new documents. We have documents from the National Fire Academy (NFA), documents from the Emergency Management Institute (EMI) and other entities. We have a lot of stuff out there. We have to determine what is important to know and get



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that stuff and make it “Indiana-ized”. We are looking at an Executive Leadership program for the volunteer as well to be delivered in 2018, under a little different model. Obviously we cannot do this Monday through Friday, but where we can develop a volunteer executive leadership model that would run one (1) weekend a month per quarter and after four (4) quarters (eight (8) days) that would be the equivalent of a career program. So we are not just doing this for career departments, but also for the leaders that manage volunteers. We are looking at a recruit academy to develop a sixteen (16) week program. This is really aimed at those departments that hire one (1) or two (2) at a time, as it is really tough to do a true Firefighter I or Firefighter II course when you only hire one (1) or two (2) at a time and you have to go find two (2) or three (3) others to help get a company of four (4). So bringing sixteen (16) to twenty-four (24) people to a central campus and giving them lodging, providing some food, and the training and logistics support, again we are looking to do that the first quarter of 2018. Any questions on the Academy or the System?

- Tom Hanify – When do you expect to have details out for the Recruit class?
- John Buckman – We are hoping in the next couple weeks, by the first of July. We have to see, and I will use Chief Wyant as an example, if he is planning on hiring someone. If he has someone retiring, does he think he will send one (1) to the academy? . We don’t need someone to sign on a dotted line. But we will need someone to say, “Yes, I believe we will be hiring one (1) and we would like to send them to the academy.” If that person decides not to retire, then he probably would not send someone to the academy. We have been working on Maintenance Infrastructure Grants, we have twenty-three (23) training centers around the state, twenty-two (22) that actually have the grant agreements signed and are spending their money to do maintenance on their training centers, whether it is replacing burn panels or repairing props, so on and so forth. That is about a 1.3 million dollar investment the state has made on local training centers. As it relates to the Academy system the Marshal and I, and the Executive Director, were in a meeting and we were talking about future funding issues and the state representative said, “prove it.” Prove you need more money. We are looking at data elements from fire, EMS, and EMA that we can start collecting that help prove the value of training, prove the value of services we provide, that help reduce the injuries to Public Safety personnel, reduces property damage, and saves lives, all those kinds of things. We are in the early processes of that, we have minimal training data. We have all kinds of Certification data, we issued last year in fire 10,894 certifications and about 6,000 EMS certifications. But what does that mean? It is just a number, how did that improve services. We are going to have to figure out a way to collect data. I have our data manager right here. She and I sat together last week and she can tell me how many



firefighters were injured, is it accurate? What is reported, what kind of injuries, on duty, off duty? Do they record in the career world while making dinner that someone cut their finger? I doubt that they report that, but in the career world that is an on duty injury. Not that we are going to train people on how to cut vegetables, but if it is a big issue, we might. This is going to become a big component of moving this Academy System down the road as to what can we prove why we need more money. That Mr. Chairman is my report.

- Eric Drieman – Any questions?
- John Buckman – One more thing, we are trying to develop a partnership with the International Society of Fire Services Instructors to deliver twelve (12) adult continuing education webinars/videos whatever you want to call it. This will not be on the board rules, because it is going to be in partnership with a national organization. It will be on topics such as; how to handle a disruptive students, how to teach under the blended learning model, how to understand the millennials and how they learn, and so on and so forth. So they will be very broad topics but it would help us both. We could provide the webinar license, because we have it and we can do the recordings, but they have talented instructors and we have talented instructors and we can bring all those people together and develop this program to exceed the continuing adult education requirements. We will have more than two (2) hours a year that they can go and take. They can watch it live, or they can watch it in a recorded format.
- Eric Drieman – Ok thank you John.

L. Administrative Proceedings/ Non-Final Orders –

- Eric Drieman – I am going to combine these because they will probably cross over anyway. We are going to have a public hearing on:
 1. Public Hearing for Emergency Rule on 655 IAC 1-2.1 (NFPA Standards)
 2. Board Discussion of Emergency Rule 655 IAC 1-2.1 (NFPA Standards)
- Eric Drieman - Before I open it up to the floor, I would like to ask staff if they have any comments or statements they would like to make regarding the adoption to the document we received.
- John Buckman – Michelle any comments from legal?
- Michelle Allen – In terms of public comment and to the board this is something that you can accept in full or if you want to you can accept certain sections.
- John Buckman – I would say this Mr. Chairman, this has gone through our legal approval process. We hired Rob Sears out of Bloomington to go in and compare the old standard to the new standard, because we had to produce a fiscal impact document.



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There is minimal fiscal impact and minimal time impact. Most of the time when they change the standard it has little to do with skills training, it has to do with knowledge based training. For example, adding 10 minutes here or there, practice calling a mayday over the radio. So Rob developed a very detailed excel spreadsheet on all these standards to reinforce through our legal review process and going up the ladder that there is no fiscal impact and there is no training impact.

- Eric Drieman – Ok, thank you.
- Burke Jones - Is it going to be smoother for the board to approve it as one unit and go back later and amend it, on your end of it, what's going to be easier?
- John Buckman – I think if you have questions, I think Eric Gentry submitted a few questions, and you probably need to discuss. I don't think those questions are deal breakers.
- John Smith – I didn't notice any changes in any of the prerequisites at all.
- Eric Drieman – There were some issues where it said Firefighter must possess Second Class Firefighter or Firefighter I or First Class Firefighter, where those obviously are not comparable.
- John Buckman – Firefighter I is the same as Second Class Firefighter and Firefighter II is the same as First Class Firefighter.
- Greg Wyant – This seems minor, but we had an issue with this several years ago. And NFPA does this to us because a lot of this is drafted straight from NFPA. In some areas it says "candidate shall be certified as" and other areas it says "candidate shall have been certified as" and some of the time that makes sense. So for Fire Officer Strategy and Tactics it says, "Shall have a minimum of Mandatory Certification for a period of one (1) year." Where it got tough for this board several years ago for Fire Officer I it says, "First Class Firefighter or Firefighter II for one year, shall have been an Instructor I, and must have Fire Officer Strategy and Tactics. When you say "have been" it means they were an Instructor I, but if they let it lapse can they still be a Fire Officer I, because they were an Instructor I at one time? Whether we change it or not, it is an area we struggled with as a board and a fire fighting community. What are we trying to get here? Most of these certs once you get them they don't go away, Instructor is obviously an exception. That is where we tripped up, and Barb and I and you went back and forth on this for a while. I am not sure, but should we go back and say, "Shall be" because for most of these we could. Because, once you are a Firefighter I, you stay a Firefighter I it never goes away unless it is revoked. I guess that brings up another thing, if it is revoked you were one though, does that count?
- John Buckman – Michelle do you understand the question?



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- Michelle Allen – I do. I don't see any reason why we want to decide what that means, we can put that in the rule. We can say, "Define, "have been"." You can say if at any time your certification has been revoked then you don't qualify under certain circumstances.
- Greg Wyant – I am more concerned with "I am applying to be a Fire Officer I, and I was an Instructor I, but I let it lapse, can I still become a Fire Officer I?"
- Eric Drieman – Greg is it your intent that you would like to see someone that is trying to become a Fire Officer I that their Instructor I be current?
- Greg Wyant – In my head that makes sense, but what does the board think and what does the Firefighting community think?
- John Smith – So if the language is changed in all of them to say, "Shall be, instead of shall have been" that would fix it. Straight across all of them say, "Shall be."
- Greg Wyant – A critical review of it, just to make sure it would not cause an unintended consequences.
- Eric Drieman – I would just say from a down range perspective; What if I take Instructor I and keep it up to date until I get my Fire Officer I and then I want to take Fire Officer II, do I have to maintain my Instructor I. At what point do we say, "It is important that you get the skill set: speaking in public, delivering training material, all the things that go along with being an instructor, which is obviously important to being an Officer, being able to convey information and teach your subordinates." I don't see it being critical to maintain that in perpetuity. I can see your point for Fire Officer I and maintaining that. But, I can speak from personal experience, and my department is a little different, we have 323 Company Lieutenants or higher on the Indianapolis Fire Department (IFD) for all of them to collectively maintain an Instructor Certification and get the number of hours required in the different areas to maintain that would be a challenge. But at the same time, are you going to hamstring people and say if you are not a certified instructor then you can't earn these Fire Officer certifications?
- Greg Wyant – I think at a glance these are just for Fire Officer I. Everything else says you shall be certified as a Fire Officer I. For Fire Officer II it says you shall be certified as a Fire Officer II, and for Fire Officer IV, it says you shall be certified as a Fire Officer III.
- John Smith – I wouldn't say that it is important to keep your Instructor I up if you are going for Fire Officer II, as you say you don't have time for that.
- Elizabeth Westfall – Would there be a concern that you are no longer meeting that FO I standard when you are going for FO II and you let your Instructor I go. Because,



technically you are no longer meeting that standard for FO I if you let your Instructor I go.

- Greg Wyant – By the very nature of NFPA set it up that Fire Officer I is a certification you get one time, it is not renewable, once you get it you got it. Certainly continuing education makes your better, but they don't require that, nor does the states. So questioning the Fire Officer I at that junction would not make sense to me based on everything that is out there.
- John Smith – So I think we modified one (1) past tense. Instead of saying candidate "shall have been" change to candidate "shall be."
- Michelle Allen – We need to double check and see if there is any public comment. I have not heard anything from out here. So if anyone does not like it or does like it, this is definitely the time to say something, if you have an opinion.
- Eric Drieman – We want to hear from you. We obviously have our opinions, but we need your input.
- Larry Curl – It is not critical that you answer this today, but this is a real good point.
- Chief Campbell – I agree logistically that later for other certifications it is important that you clarify this. This is something that as a job description it is up to the Authority Having Jurisdiction (AHJ) to clarify if someone must always maintain an active certification.
- Eric Drieman – Anyone else have any comments? Speak now or forever hold your peace. So do we need to make a motion on the whole thing a first and then go back and make a motion to amend nine (9)?
- Michelle Allen – One way or the other, I don't think it is just nine (9) in terms of what you want to do, I did see a couple other sections in there where it talks about this. I don't know if you want to go in and clear up just the Firefighter I as in section five (5) c it again says candidate "shall have been certified."
- Donna Saine – That is for Driver Operator
- Michelle Allen – Yes, but it is the same language we are talking about and what we are looking for in terms of clarification. So that would be on the second page.
- Eric Drieman – There are several of them throughout there. It is also number one (1) under c where it is not congruent. It says Firefighter I or First Class Firefighter and it should be Firefighter I or Second Class Firefighter.
- Donna Saine – Yes that is one of the things Eric Gentry brought up. Some of those changes would have to be made later in the...
- Eric Drieman – In the rewrite?



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- Donna Saine – Yes, it would have to be done in the total rewrite versus just this change to the Emergency Rule.
- Eric Drieman – How time critical is this? Is this something we have to make a decision on today or table it pending some of these discussions?
- John Buckman – No, we have had to use some of these standards, because the publishers quit publishing the old books. We didn't have a choice but to use the new standards. We have been waiting a while to do this, so waiting until the August meeting will not make a difference.
- Michelle Allen – Actually, in regards to the entire rules we cannot vote on that today. We can talk about changes we want to make today, but we have to leave that open for public comments for sixty (60) days. So we will not vote to approve it until the next meeting anyway.
- Eric Drieman – Ok
- Greg Wyant – So how do we modify it between now and the end of the sixty (60) days?
- Michelle Allen – We can go ahead and make those changes that you want to see. And we can have this draft and the other draft so you can look at both of those to have comparison, at least have those one changes you are discussing.
- Eric Drieman – That would still be compliant with the sixty (60) day public notice? A new draft would not constitute resetting the clock for another sixty (60) days?
- Michelle Allen – I think we can get this out quick enough that it would not reset the clock.
- Greg Wyant – So how do we get our guidance to change the way we want to say it?
- Michelle Allen – It sounds like you are having problems with it saying “shall have been certified.” Is that something you want changed to say “shall be certified” because you want them to currently possess the certification?
- Eric Drieman – I think in general, yes.
- John Smith – I think anywhere it says, “have been certified” it should say, “shall be certified.”
- John Buckman – Other than the Fire Officer it will not affect the other certifications like Mandatory never expire.
- John Smith – Yes, it just give continuity throughout.
- John Buckman – Yes, it will be a much simpler change to change it all, than just a few.
- Greg Wyant – Mr. Chairman you were concerned with the Firefighter I and First Class Firefighter or Firefighter I and Second Class Firefighter?
- Eric Drieman – Yes



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- Greg Wyant – Ok, that Firefighter I is equal to Second Class Firefighter so it would say Firefighter I or Second Class Firefighter.
- Eric Drieman – Yes and there is a handful of those in the document. I have the original document that Eric Gentry sent and I can follow up with legal and make sure those changes are made as well. So at this point we don't need to make a motion or do anything, right, it's just a matter of review or table it?
- Michelle Allen – Yes, we don't have to take a motion on anything.
- From the Audience – Mr. Chairman for clarification we are a little fuzzy back here. For Fire Officer II, you are saying they have to be currently certified as an Instructor I.
- Eric Drieman - No,
- Thank you I wanted to be sure, but for Fire Office II and Fire Office III they don't have to maintain their Instructor I.
- Eric Drieman – No, they don't have to maintain their Instructor I.
- Michelle Allen – I think that is what is confusing we are not changing it through the whole document we are only changing it where it refers to Fire Officer I.
- John Buckman – Mr. Chairman there is no requirement in the standards for anyone to ever be an Instructor II or Instructor III. So the only requirement in the standard is for Fire Officer I and it currently states “shall have been” and it will change to “shall be” for Fire Officer I. Once you get past Fire Officer I, you are done with your Instructor I.
- Elizabeth Westfall – Mr. Chairman, because there are new rules being created is there any consideration being made for splitting out Instructor II/III?
- Eric Drieman – I don't think we can do that.
- John Buckman – We cannot do that at this time. This is an Emergency Rule Making Authority for NFPA Standards, it is not an Emergency Rule Making to change the board rules.
- Eric Drieman – So our current rules say for Fire Officer III it says you must be an Instructor II/III.
- Donna Saine – The new NFPA Standard took that out. I double checked with our IFSAC contacts on the Fire Officer III and Fire Office IV as someone recently challenged us on that and the new NFPA Standard removed that requirement, so everyone with IFSAC is removing that requirement from their certifications.
- John Buckman – We will have to look that up. I believe you, but we will have to verify that and come up with a strategy on how to handle it. We are using NFPA Standards more current than when the board rules were written and they took out a requirement in the new NFPA Standard than what is in our rules, so we will have to get legal opinion on how to proceed with that.



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- Eric Drieman – Okay, any other discussion.

M. Request for Administrative Appeals – Chairman

- Eric Drieman – We have no requests for Administrative Appeals

N. Old Business

- Eric Drieman – Do we have any old business that the board would like to address, or staff? Mr. Curl?
- Larry Curl – Mr. Chairman I would like an update on the process of the rule change for the Mandatory Firefighter to comply with the current law.
- Eric Drieman – Mr. Buckman do you have anything you can add?
- John Buckman – This is about a total rule rewrite and it is on our list.
- Larry Curl – Is there something we can do? Are you waiting to do a total rule update to make that happen?
- John Buckman – Yes
- Larry Curl – Okay, I am going to oppose that, because the current law says it is not that way and we have to adjust the Administrative Rule to comply with the law.
- John Buckman – Larry can you explain this to legal.
- Larry Curl – Yes, the Administrative Rule said that to become a volunteer firefighter you must have Mandatory training prior to applying to become a volunteer firefighter. The law did not say that, the law said, “Once you have Mandatory Training you can belong to two different departments.” So the IVFA had a bill submitted and passed signed by the governor that says, “You can become a volunteer firefighter and then get your training.” Now the Administrative Rule does not comply with the law.
- Michelle Allen – That is a great question. So I will have to meet with Jonathan to find out how quickly we can get this changed. I know that the Administrative Law changes take a lot longer to do and they have to be voted on. I don’t know the time frame on when he has to meet with the governor to work on the Administrative Law.
- Tom Hanify – It wouldn’t take effect until July 1st which is right around the corner. But, I would think we understand we have rules and if they are different than the law then everybody can comply with the law. And even though there is bureaucratic lag time who is going to oppose that. It is common sense we comply with the law, and we catch up through the process.
- Michelle Allen – There are many times that there is a section in there that if our statutory law conflicts with a rule then we follow the statutory law.



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- Chris Johnson – The insurance universally says you must comply with state statues, it doesn't say that you must comply with Administrative Laws or Rules.

O. New Business –

- Eric Drieman – No New Business

P. Open discussion, comments, questions?

- Eric Drieman – Any open discussion?
- Chris Johnson – I have two things, sorry, I know this is a long meeting. One is a question, “If a firefighter in a career barracks gets toned stands up falls down and breaks his elbow, it is a work comp claim. If a volunteer firefighter gets toned, stands up in his bedroom falls down and gets hurt, it is not a work comp claim,” that is universally held. I think that is inappropriate and I don't know if this board has any authority to address that at all, but I know that is the way it is enforced. I am sure a lot of volunteers have had those claims denied and I have confirmed that paid departments don't have those claims denied. So, I don't know what to do, but I think that is inappropriate.
- Greg Wyant – I think this is the best place to discuss this as many of the leaders in the Volunteer Firefighting organization are here and maybe you can see what you can do.
- Steve Anderson – Chris, “Does that vary by insurance company?”
- Chris Johnson – No, it does not. It is universally across the country this way.
- Steve Anderson – Is there something that would have that as a written rule, standard, or whatever...
- Chris Johnson – The premise is this, “If you get up from your house and drive to your work at the factory and/or if you are at work, leave for lunch and come back those are called commuting incidences, and those hours are not covered by work comp.” Commuting to work is not covered. When a firefighter is in the fire house and gets toned, they are considered to already be at work. I honestly think we would be revolutionary in the country, from my understanding, because of some of the companies I have talked to across the country said we would need statue that would say, “I don't know if it would say when a volunteer gets toned they are automatically considered at work or what.
- Tom Hanify - Let's be clear, I agree, this has to be put in the code to change the workman's comp. The board would not have any jurisdiction over that, in my mind. I concur that this go to as a lobbying effort at the General Assembly.



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- John Buckman – Not at this meeting, but between this meeting and the next meeting, do some research and have the board endorse the concept as a board which may have added value to this in the legislative process.
- Greg Wyant – Chris contacted me in between to check what ours is like in the career department and it makes sense to me. I get what they are doing, just lumping it into commute time.
- Chris Johnson – Ok I will try to do that. The second thing is a matter of education. This winter, Montgomery County had a massive fire in their county highway garage; thirteen (13) dump trucks were incinerated and the building was destroyed. Roughly this was a 1.5 million dollar claim. They went to the process in the claims settling and the building was such a size that in the International Building Codes in 2014 changed and it said the building had to be sprinkled. Well, the building that was there was grandfathered in and had no sprinkler system in it and it also is not heated building so it would have to be a dry sprinkler system which is a ninety thousand dollar (\$90,000) sprinkler that would be required by the new building code standard. The commissioners went, “Oh my goodness, because it was only insured for its replacement cost of a non-sprinkled building.” I say this because, the commissioners did not know, my fault I guess, and I educated them that there is a coverage available that almost all municipalities have and fire departments that is called Ordinance and Law coverage. So this customer had a massive 1.5 million dollar fire and could not rebuild the building the way it was, because it did not have a sprinkler in the past. But, Ordinance and Law coverage allowed for increase cost to construction to comply with current statues or building codes. So they are getting a better building than they lost, even though they did not pay to insure that better building because of a broadening endorsement called Ordinance and Law. So it is important, especially for all you guys out there that go to these big fires that sometimes there is cost to demolish the undamaged portion of the building. Because, sometime they may say it has to be American with Disabilities Act (ADA) compliant which means you have to tear the whole building down and put in ramps. Or they have to increase the cost of construction to comply with the new standards, which is what happened in this case. So, don’t just toss up your hands and say we cannot get what we needed. They are going to get a dry sprinkler system in the building for free, because insurance was there. Even the architect did not know about this coverage, so my industry is not doing a very good job about education.
- Eric Drieman – Ok, thank you.
- Jerry Spring – I have a question on the work comp for you. What about the career fire department when the all call is put out? If he walks out of his house and falls down the stairs, is he covered?



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- Chris Johnson - In my opinion, in talking with Greg no that would still be considered a commute. It is only when they are at their place of work that it would be considered a work comp injury. It is just like if you cut your finger cooking, if you do it at home it does not count, if you do it at the firehouse it should count. So maybe that needs to be included, because that is a unique situation that the fire service wants everyone to come, and everybody does come.
- Larry Alcorn – I think that a career member should start at the time they leave their home or wherever they are leaving from.
- Greg Wyant – I did check our work comp specifically with the example you just gave, because that is a good one. I don't know, because at the station it is covered, but we rarely call an "all call" but I did pose that question and they said, "No".
- Larry Alcorn – The good of that is now you have two (2) lobbyist that have to go to work on this.
- Tom Hanify – Actually the battle is not the issue, it's the insurance companies they have a strong lobby and they won't want to pay for this.
- Dale Saucier – Work Comp, those issued a staff vehicle, technically when we hop in our vehicle and leave our house we are now on duty, so if we get hurt responding are we covered.
- John Buckman – That is different, you are on call and the answer is yes you would be covered.

Eric Drieman – Donna there is a note here on the agenda that you would like to speak about a few things?

Donna K. Saine – IDHS Certification Manager – Fire Testing

- a. Fire Officer III
 - b. Fire Inspector I
 - c. Acadis – Self Registration
- Donna Saine – Yes, thank you. We had an issue with both the FO III 3rd Ed. and Fire Inspector I 8th Ed. Test. When we uploaded the questions into ACADIS, the new import wizard in ACADIS flipped the answers for C and D so the students who took each of these tests ended up failing. We have corrected the issue on our current exams and the test banks and they are good to use. We have given the students credit for the correct answers. This allowed 3 of the 7 to pass the FO III Exam and 4 of the 13 passed the Fire Inspector I test. We revalidated both test banks by going over all the test questions. We found that there were some questions on the FO III Exam that could



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have been worded better. In addition, Chief Dillard who was the lead instructor for this exam came to our office and went through the questions and also gave his input. I am working on fixing those questions. We will give credit to those students who should have credit for the questions we fix. On the Fire Inspector I Exam – we found less than 1% of the 862 questions available to use need re-worded. None were actually bad questions, just needed a little rewording. If we find any of those were on the test for these students we will give them credit as well. So the reason this happened, we just wanted to let you know, there was a new import wizard with the new upgrade in ACADIS so Alex, who is our IT expert, and I decided we will use the old method for importing questions to keep this from happening again. Eventually we will have to upgrade to the next version of ACADIS, but Alex is going to do some further testing on our development side on the next version of ACADIS to make sure the problem has been rectified before we move forward. I just want to reassure everybody that these were the only two (2) test effected and that all the other test are good and these are good to go now.

- Greg Wyant – So that is twenty (20) people, has the state been in contact with them directly? What you just said here, do they know that?
- Donna Saine – I have contacted the instructors for each of those courses and they know. They also know who passed and who did not. I did not give them the scores, because we don't give out that information. Mr. Buckman and I have been working on a letter that we are sending out to each one of the students to let them know what went on and how we fixed it and what we are doing.
- John Buckman – The letters should be available for me to sign tomorrow to mail out.
- Greg Wyant – This is causing me a lot of heartache, a letter would be fantastic.
- John Buckman – It caused us a lot of heartache.
- Greg Wyant – Actually, I defaulted to it is a system error, they will figure it out and get it taken care of.
- John Buckman – We take testing issues seriously. When everybody fails that is a big red flag. We had everybody, except me, all the staff (Shelly, Regine, Monica, Bill, Charlie, Donna) assigned to this to look at each of the test questions. We took this very seriously. Charlie still is going to get Tracey Rumble to come up to look at the Inspector I. We let Chief Dillard, who is the lead instructor for Fire Officer III, look at every question that was on the test. He could make comments or whatever. I told him he could make comments, but he could not leave the room with any of the papers. So he did that and Chief Dillard wrote me an email and he was very happy to help fix it. So he can go back to his students and tell them the state has done everything possible



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- to make this right. So we put maybe forty (40) staff hours into these two (2) tests to get it fixed.
- Greg Wyant – I think the on-line testing which gives students immediate feedback, it makes that communication piece and amplifies it, because when they hit submit they know immediately if they pass or fail.
 - John Buckman – So Jason Coffey called me at 2:09 that Sunday and said everybody flunked, what are we going to do about that?
 - Greg Wyant – I applaud the effort and I know Chief Dillard has talked to our people, but he is not you.
 - John Buckman – The letter has been developed and Monica should be getting all the names and putting them on the letters to get them mailed out.
 - Donna Saine – So the next topic is along the lines of what Elizabeth Westfall was talking about the Student Self Registration piece in ACADIS. In order for us to move forward I have to go in and update every one of our test templates. Once this is done everyone will be able to see what courses are out here (on ACADIS) and what is available, how many seats are available, etc. Eventually we are going to have to get some authorization for instructors that go through our training process, that Elizabeth has developed, to allow them to go into ACADIS and request a class, tell us how many students they will allow in the class, if it is an open or closed class, and then students will be able to self-enroll in the course. This is just a step by step procedure that we are going through. We would like to beta test this student self-registration process with our Career Centers because they are getting ready to start school in August. This would allow the students to start class and the first week of class enroll into that course and see how this process works. So that is what we are trying to do.
 - Elizabeth Westfall – John, to that, do you want to speak about the Indiana FireTraining.com website?
 - John Buckman – The Indiana FireTraining.com website that we currently use we are renewing that for six months. After that we will have this fully running, tested, and working. I would like to make a couple comments about the ACADIS. 1. This is an example of how the system is working. There are no silos here. This is a project Elizabeth six (6) or nine (9) months ago she took on about using ACADIS more to the capability it has. She studied and she learned about the capabilities it had. Other than Alex, our IT guy, nobody else knows of what it is fully capable of doing. I am not saying she knows 100 %, but she took this on, which is going to help EMS, EMA and the Fire world to do self-registration. It will also help with all those guys that want to populate their training records, they will be able to do that. I want to commend her,



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Elizabeth, Donna, I want to commend all of our staff. I brought all of these guys here, I am not the one doing this stuff these guys are doing it. If I want to talk about ACADIS and Elizabeth is not at the next meeting, I am not doing it, she is. We have a great staff, it is not huge, but they work very hard on your behalf and on the Public Safety side of things.

- Eric Drieman – When the Indiana FireTraining.com goes away and we start using ACADIS exclusively, will it be Elizabeth's, or someone else in your office, responsibility to put in all those District classes or will the District people still have rights to input that?
- Elizabeth Westfall – We are working towards developing a couple different lines. We do have the ability to create an access portal for those District Coordinators to be able to post that. But we are also trying to work on a self-application, but that is costing us a little bit of money in the case of development. In the interim, I have developed a training program to go ahead and get them access.
- Eric Drieman – Ok, thank you.
- John Buckman – As you know, I don't like to make wholesale changes. So we may start District 4 and 7 in July then maybe a couple others in August. It is not going to be boom and we cut it off. We will get people to start doing this and learn and make any necessary changes and get this moving forward.
- Eric Drieman – Ok, thank you. I think the last two items on the agenda were taken care of in your report Mr. Buckman, Jason Coffey and Charles Heflin reporting on their topics? The only thing I see that I did not hear Jason talk about was the FOST review. Would you like to speak to that real quick?
- Jason Coffey – IDHS Fire Training Manager
 - **FOST review**
- Jason Coffey – Yes thank you. In the Fire Officer Strategy and Tactics (FOST) we are not making a large change in there. We took the book we currently have and are correcting information that is in the book. There are things we had to add. So the chapter on Building Construction and Fire Behavior we had to put some work into it. It's been to Charles Heflin for review, it is now back out to Anthony McClure to make those corrections. I would say that in the next couple weeks that will be back out. Again, there are no major changes to the FOST program, other than wording in the book.
- Donna Saine – I have a question then, will that change the test?
- Jason Coffey – No. There is one other thing I would like to bring up, the National Fire Academy (NFA). We do the Indiana weekend at the NFA each year. Next year we are



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going with May, this year is a pretty good success sixty-four (64) people are going. One thing that I was able to do this year, that we have not been able to do in the past, is we got the meal tickets for each attendee for fifty dollars (\$50) which is saving them that money. July 7, 8 and 9th is going to be our weekend trip. I also have some classes coming here next year. The state has continued to offer the same classes every year, and I am changing that up. So for some of those classes you might need for your Fire Officer program, instead of going up there, you can take some here. Anything you would like to see NFA wise, please don't hesitate to call me or email me so we can get those classes here, if not we can get you to those classes out there.

- Eric Drieman – Ok, thank you. Mr. Anderson, did you want to comment on the survey?
- Stephen Anderson – I was hoping Mr. Hanify was going to do it, since he is a board member, but if you want me to I will.
- Eric Drieman – Yes please, he had to step out a minute.
- Stephen Anderson – As the majority of you in the room know, for the past year and a half we have been going through the survey of the volunteer fire service. This was a project of the Lt. Governor when Lt. Governor Ellspermann was in place. Tomorrow during the IVFA meeting we will have the first release of some of that data. There will be a presentation by Jamie Palmer, some of you met her at the convention last year when she came and talked. The comment earlier was that you guys needed some data and things like that. So we actually are going to have the first public release of that data and I believe other organizations within the state Fire Chiefs during their conference, and we are going to try to get some of this information out in our publication that are released. We are going to kick that off in our Fire Alliance side tomorrow. Speaking about publications, you were just talking about classes and stuff that is going on. Feel free to put some of that information to the IVFA's website, the training calendar. Chris you were just talking about insurance issues, our newspaper space is available if an article is written up to get it out to sixteen thousand (16,000) volunteer firefighters, since we are only seeing fifty (50) today. All of that is available for the board or any of the office staff, Fire & Public Safety Training Academy System, Angie (Biggs) on your Image Trend updates, and so forth. So feel free to take advantage of our publication to get any of that information out.
- Eric Drieman – Thank you. Does anyone else have any comments?
- Angie Biggs – I wanted to let everybody know that we are getting ready to update Image Trend to the Elite System. This caters to EMS because their format has changed quite a bit. We went from eighty (80) some odd elements to over two hundred thirty-five (235) elements. With that being said, we are hoping to be live the first of July, but that is a Saturday, so it would be that Monday. Once again that caters to EMS and we



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have a lot of BLS and ALS Fire departments. I am keeping a lot of the Fire departments on Version 2, because they use a lot of the hydrants and modules that are in there. Additionally, a lot of them use it for training. I brag on the Mooresville Fire Department, because they have utilized this system to its fullest capacity. When fire stations are coming onto this system, if they want to use the modules that are there, they will have to go to Version 2 and wait to go to Version 3. So I am actually going to be running two (2) databases, for the fire. Like I said they are catering to EMS, but once they get EMS up and fully functional they will be going to the modules on the Version 3 on the Elite system for the fire departments. What that means is you guys will be able to use iPads out in the field. Right now you cannot do that in the Version 2, Version 3 is set up for iPads. When you go in there, everything is just a huge button. So when the fire modules are up and running we will be moving them all over. I wanted to let them know they will be able to use iPads and it is all free of charge. So I just wanted to let people know if you are using the modules, I want to keep you in Version 2. I didn't know if that would be an issue for you guys or not?

- Eric Drieman – Thank you. Can I get a motion to adjourn? Motion by John Smith, 2nd by Chris Johnson. All board members voted “YEA” to adjourn.

Next meeting: AUGUST 7, 6pm
Wayne Twp. FD
700 N High School Rd.
Indianapolis, IN 46214

Approved: _____
Eric Dreiman, Chairman

Date: _____